

**Supplementary Planning Document**

**House extensions and other  
domestic alterations**

**Adopted March 2024**



# Supplementary Planning Document: House Extensions and Other Domestic Alterations

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## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### 1. About this guidance

- 1.1 The National Planning Policy Framework (NPPF) indicates that Local Development Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. NPPF advises that a local planning authority may prepare Supplementary Planning Documents to provide greater detail on the policies in its Local Plan. Supplementary Planning Documents are a 'material' consideration when planning applications are decided.
- 1.2 As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Plan and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our response. This is available on our website.

### Introduction

#### Policy D1 High Quality Design and Place Making

##### Design Principles:

Development is expected to be of high quality design and will be expected to respect, take advantage of and reinforce the distinctive, local character and features of Barnsley, including:

- Landscape character, topography, green Infrastructure assets, important habitats, woodlands and other natural features;
- Views and vistas to key buildings, landmarks, skylines and gateways; and
- Heritage and townscape character including the scale, layout, building styles and materials of the built form in the locality.

Through its layout and design development should:

- Contribute to place making and be of high quality, that contributes to a healthy, safe and sustainable environment;
- Complement and enhance the character and setting of distinctive places, including Barnsley Town Centre, Penistone, rural villages and Conservation Areas;
- Help to transform the character of physical environments that have become run down and are lacking in distinctiveness;

- Provide an accessible and inclusive environment for the users of individual buildings and surrounding spaces;
- Provide clear and obvious connections to the surrounding street and pedestrian network;
- Ensure ease of movement and legibility for all users, ensure overlooking of streets, spaces and pedestrian routes through the arrangement and orientation of buildings and the location of entrances;
- Promote safe, secure environments and access routes with priority for pedestrians and cyclists;
- Create clear distinctions between public and private spaces;
- Display architectural quality and express proposed uses through its composition, scale, form, proportions and arrangement of materials, colours and details;
- Make the best use of high quality materials;
- Include a comprehensive and high quality scheme for hard and soft landscaping; and
- Provide high quality public realm

In terms of place making development should make a positive contribution to achieving qualities of a successful place such as character, legibility, permeability and vitality.

**1.3** This SPD sets out the design principles that will apply to the consideration of planning applications for house extensions, roof alterations, outbuildings & other domestic alterations in particular. The following should be noted:

- The definition of "house" in the document includes bungalows, but excludes apartments or maisonettes.
- This SPD also applies to houses that are located in Conservation Areas and the Green Belt as well as any houses that are listed buildings, however, due to the special characteristics of these areas, more stringent controls may need to be applied (see below).

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### 2. General principles

2.1 Proposals for house extensions, roof alterations, outbuildings and other domestic alterations should:

1. Be of a scale and design which harmonises with the existing building and be subordinate.
2. Not adversely affect the amenity of neighbouring properties.
3. Maintain the character of the street scene and;
4. Not interfere with highway safety.

### 3. Extensions and alterations in the Green Belt

3.1 Within the Green Belt, extensions, roof alterations, outbuildings and other domestic alterations will be considered against the general principles above and the following criteria:

1. The total size of the proposed and previous extension should not exceed the size of the original dwelling.
2. The original dwelling must form the dominant visual feature of the dwelling as extended

3.2 Domestic outbuildings within the curtilage of the dwelling will be treated as part of the dwelling or an extension to it, except for the purposes of calculating the original size of the dwelling.

3.3 Where an extension is approved it may be necessary to remove permitted development rights for houses in the Green Belt to ensure that the total size of proposed and previous extensions would not exceed the size of the original dwelling.

### 4. Permitted development

4.1 Planning permission is not always required to extend/alter a dwelling house. This will depend on a number of factors for example the size and location of the proposal, whether any extensions have been undertaken previously and what materials are to be used. Advice in respect of permitted development is not given out over the phone but you can request a Householder Development Enquiry Form or download a copy from the website.

<http://www.barnsley.gov.uk/planning-development-management>

4.2 A written response will be sent and you are advised to keep this for future reference.

## 5. Design principles

- 5.1 It is important that any extension is designed to be in keeping with your property and the character of your neighbourhood, therefore, before designing the extension, examine the character and details of your house.

Figure 6.1 Respectful and unsympathetic ways to extend



- 5.2 Unsympathetic additions, as shown on the right in Figure 6.1, destroy the character of the house. In this case, the garage door is forward of the house and becomes unnecessarily dominant, the flat roof is a weak building form and many original features have been lost. Extending walls and roofs without any break lines can spoil the balance and proportions of the original, as well as emphasising the problems of physically joining old and new.
- 5.3 The left-hand semi in Figure 6.1 has been extended more respectfully. The addition is clearly expressed, by means of a vertical break, or set-back, and the original identity of the house is retained.

**An extension will tend to be more successful if you follow the following guidelines:**

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### Building form

- 5.4 The extension should not normally be as large as the existing house. For example, as in Figure 6.2, a three storey extension to a two storey house, is likely to spoil the balance and character of the original and be detrimental to the street scene.

Figure 6.2 Imbalance



Figure 6.3 Better balance



- 5.5 Wherever possible, extensions should be set back from the front wall of the main house, allowing a corresponding lowering of the roof line and lessening the awkwardness of the junction with the existing. See Figure 6.3
- 5.6 Extensions which radically alter the shape of a house are not acceptable. For example:-

Figure 6.4



Figure 6.5

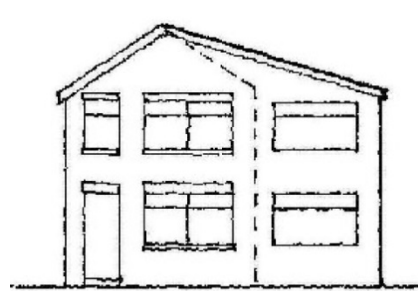


Figure 6.6



- 5.7 The flat roof in Figure 6.4 is an ugly and inferior form of construction, and is visually and physically at odds with the pitched roof. The unequal roof pitch created by the extension in Figure 6.5 unbalances the whole elevation, whilst the proportions and roof pitch of the extension shown in Figure 6.6 are incompatible with the original.
- 5.8 Figure 6.7 illustrates a more logical and sympathetic way of extending a house whose gable faces the street. The extension is set back to allow the original house form to be expressed.

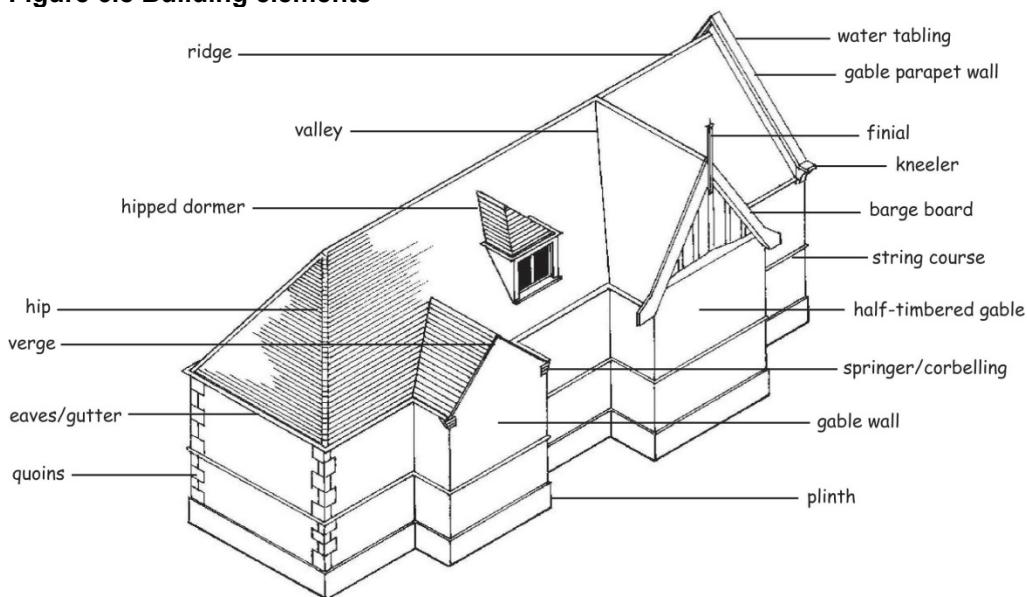
Figure 6.7 A more satisfactory form



### Building elements/character

5.9 Figure 6.8 is a building composite which shows the principal external components of a domestic building. Many of the features and details, though traditional, will still be found on your building, even in modern guise. They determine the style and character of your house and should not be ignored in the successful design of your extension.

Figure 6.8 Building elements



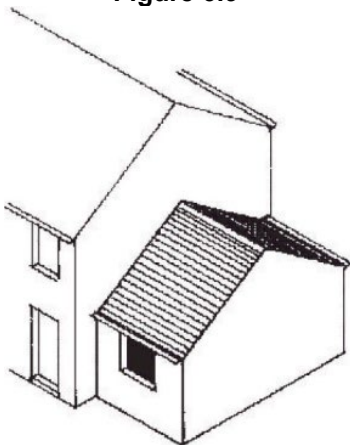


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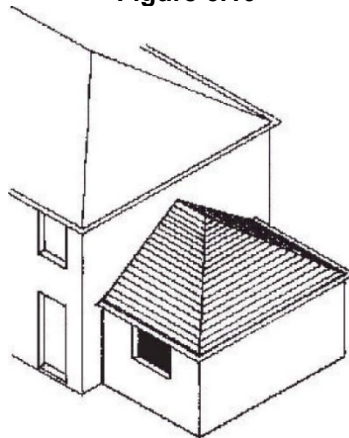
### Roof

- 5.10** The roof, style pitch and detailing should match those of the existing dwelling, particularly where the extension will be prominent within the street scene or extend on parallel lines at a smaller scale.
- 5.11** The single storey extension roof forms shown in Figures 6.9 and 6.10 are precise replicas of the main house. The set-back helps to scale them down proportionally. The lean-to extension in Figure 6.11, again set back, is a good option to Figure 6.9, where overshadowing a neighbour's property might be an issue.

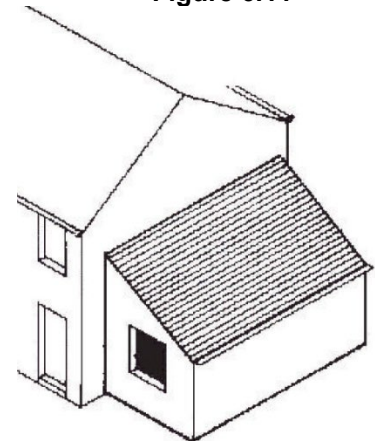
**Figure 6.9**



**Figure 6.10**

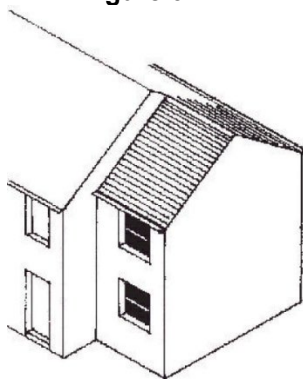


**Figure 6.11**

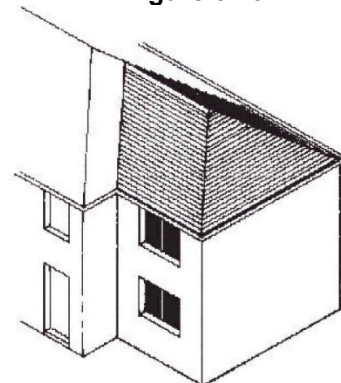


- 5.12** Two storey extensions, as shown in Figures 6.12 and 6.13, should follow the same principles as recommended for single storey extensions.

**Figure 6.12**



**Figure 6.13**



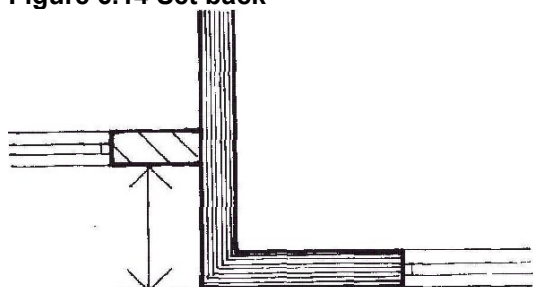
### Materials

- 5.13** Materials should normally be of the same size, colour and texture as to the existing house or as close a match as possible. Often these materials and finishes cannot be exactly matched. This is when the set-back becomes a very important feature, not just as a means of articulating the extension but also to help reduce the unsightliness of bonding the old and new facing materials.

## The set back

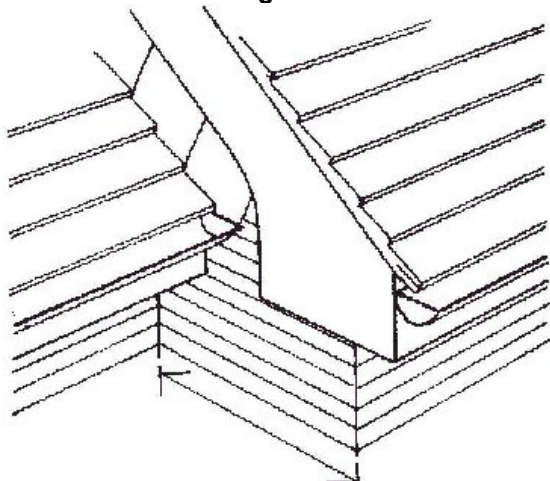
- 5.14** An extension should appear as an extension and particularly in the case of two storey side extensions a small 'set back' of the extension from the main wall will be required. This will ensure that the extension appears subordinate and will help reduce the terracing effect that may arise where several dwellings have been extended. The inclusion of a set back also avoids the unsightly bonding of old and new materials.
- 5.15** The set-back itself should be a minimum of 500mm, and preferably allow the extension to line with a vertical brick joint. Figure 6.14 shows the 500mm set-back. This figure might increase slightly where the building is constructed in artificial or regular squared and coursed stone.

**Figure 6.14 Set back**

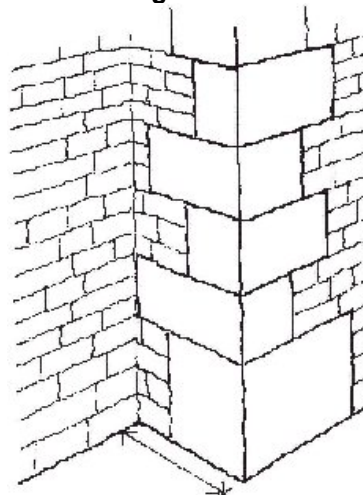


- 5.16** There will be other considerations which may vary the depth of the set-back. For example where the main house has barge boards, the extension will need to be set back sufficiently to allow its fascia to miss the barge board return, as in Figure 6.15.
- 5.17** Similar consideration will need to be given when matching up with corbelled eaves, etc. Also, if the main building has quoins, whether in brick or stone, the set-back should be deep enough for the largest quoin to be expressed, as in Figure 6.16.

**Figure 6.15**



**Figure 6.16**



- 5.18** Before embarking on your extension, it will pay to examine the details of your house to help anticipate these design and detail considerations.

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### Windows & doors

- 5.19 Windows and doors should generally repeat the proportion and style of the existing dwelling, lining through with existing openings and using matching design details. This should also include the heads, sills and other opening surrounds.
- 5.20 Traditionally, older houses have window openings with a vertical emphasis and it is important to retain these proportions in the new openings as well as in the divisions within the window frames themselves.
- 5.21 Generally, any habitable room to the upper floor of a two storey house, or where an inner room at ground floor, is required to have an openable window suitable for emergency escape purposes. The window should have an unobstructed openable area of 0.33m<sup>2</sup> and be at least 450mm high and 450mm wide. The bottom of the window opening should not be more than 1100mm above the floor.

### Levels

- 5.22 Where the height of development proposed differs significantly from that in the area, developers may be asked to provide elevation drawings showing the relationship between the proposed and existing development in terms of streetscape.

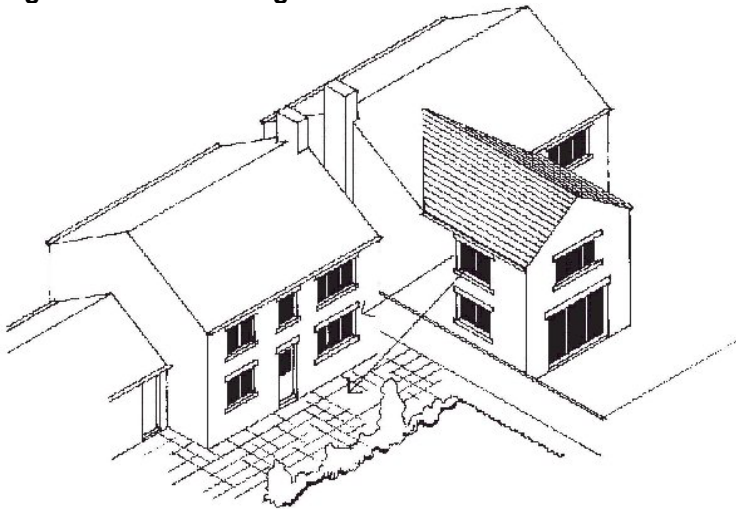
## 6. Layout principles

- 6.1 As well as seeking an extension designed in keeping with your existing house, you must also ensure your proposals do not harm the character of the area in general or the levels of amenity that your neighbours might reasonably expect to be maintained. An extension will tend to be more acceptable if you follow these guidelines.

### Privacy

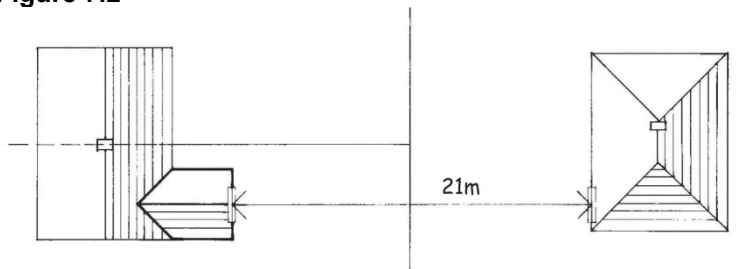
- 6.2 Extensions should be designed so that they do not result in significant overlooking of habitable room windows to nearby houses or private gardens. Privacy problems might be overcome by using a combination of obscure glazing, high level windows, screen fencing or rooflights, but are better avoided altogether.
- 6.3 Figure 7.1 illustrates a situation which is unacceptable, and Planning Permission and Building Regulations approval are unlikely to be given for an extension such as this, where the window opening to a habitable room in the side elevation directly overlooks the neighbour's rear window and garden.

Figure 7.1 Overlooking



- 6.4** A boundary fence may act as an effective screen to a single storey extension and could reduce overlooking from a side window.
- 6.5** As a general guide, windows to habitable rooms on an extended property should not be less than 21 metres from any other properties with habitable room windows, to ensure reasonable privacy to you and your neighbours. Figure 7.2 demonstrates.

Figure 7.2



- 6.6** Habitable rooms should be taken to include: lounge/living room, dining room, kitchen, bedroom and study. A distance of 12 metres should be maintained to a blank gable wall and a distance of 10 metres should normally be provided between rear-facing windows in the first floor (and above) and the rear boundary.

### Overshadowing and loss of outlook

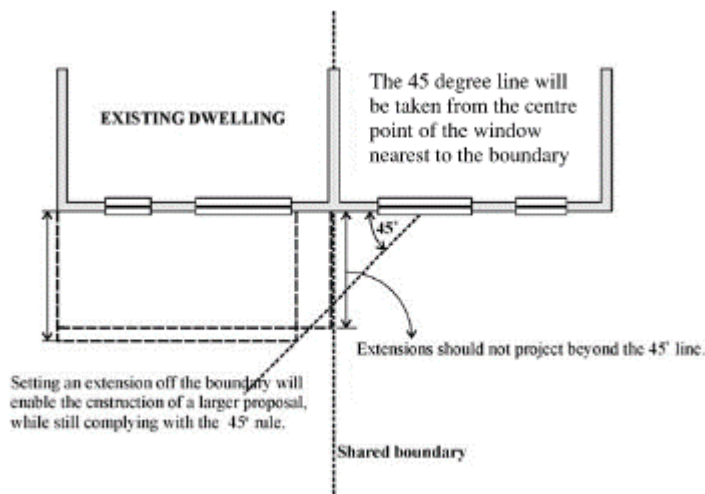
- 6.7** The position of an extension in relation to a neighbouring property and to the path of the sun can influence the level of daylight and sunlight received by that property. Extensions should not overshadow neighbouring properties or their gardens to an unreasonable degree. Extensions directly to the south and to the south east and south west of a neighbouring dwelling will generally have a greater impact than those located to the north, east or west.
- 6.8** The Council will seek to protect principal habitable room windows on the front and rear elevations of the adjacent property, but not secondary windows, i.e. halls, stairs, utility rooms, toilets and bathrooms including en-suites, particularly those on side elevations of adjacent dwellings.

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- 6.9 To ensure no unacceptable loss of daylight and to avoid an overbearing relationship with neighbouring properties, particularly adjoining ones, a 45 degree rule shall be applied. How this will be applied is set out below:-

### The 45° Rule

- 6.10 This is a general test that will be applied as a guide to what will be acceptable for extensions to dwellings and is applied to reduce the impact of an extension on sunlight/daylight reaching neighbouring properties. In some circumstances it may be necessary to make a detailed calculation to establish the impact of a proposal on adjoining occupiers in terms of loss of daylight/sunlight to a property. The calculation used is detailed, but generally based on the 45° test (see diagram below)
- 6.11 The 45° test shall be applied to the nearest window of any adjacent residential accommodation which lights a habitable room or kitchen. To comply with the rule any extensions should be designed so as not to cross a 45° line, when drawn from the mid-point of the nearest window opening of the adjacent dwelling.
- 6.12 There may be mitigating circumstances where this test may not apply, as each proposal is considered on its own merits. Such circumstances may include existing boundary screening, orientation and path of the sun, roof design, the distance between the extension and neighbouring dwellings and variation in levels. Where screening exists, this must be retained as a mitigating feature and may be subject of a condition if planning permission is granted to ensure that this is the case. Notwithstanding the 45° test for sunlight/daylight, an assessment will also be made with regard to whether a proposed extension would have an overbearing impact on adjacent dwellings.



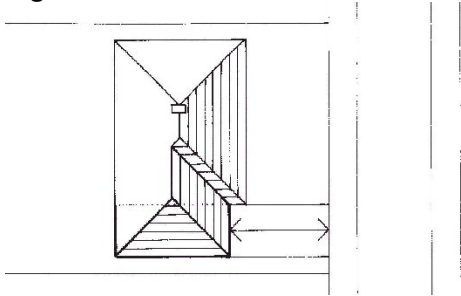
### Garden Space

- 6.13 Extensions and outbuildings should not take up a disproportionate amount of private rear garden space and as a general principle should allow the retention of at least half the garden area. Account should be taken of existing trees and their future requirements for growth.

## Parking Space

- 6.14 An extension or outbuilding which incorporates a garage door should have a minimum distance of 6 metres between the garage door and the highway (see Figure 7.3).

Figure 7.3



- 6.15 Extensions or outbuildings which prevent the parking of at least 1 private car within the curtilage of a dwelling will not normally be acceptable if highway safety problems would result. The use of front gardens for parking can be visually intrusive unless very careful attention is given to boundary treatment and surfacing.

## Highway Safety

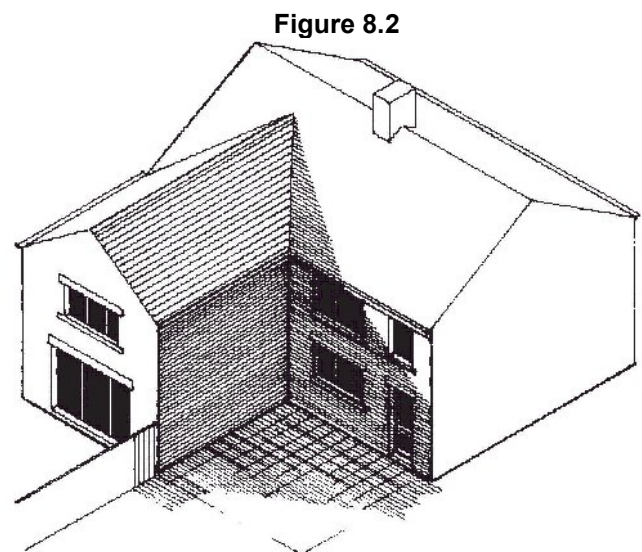
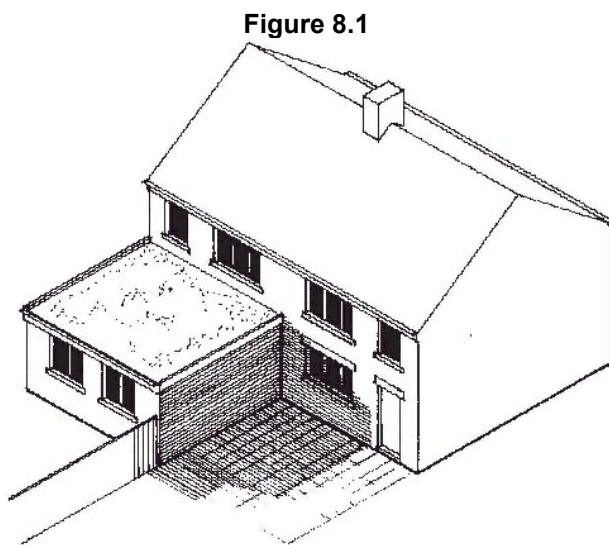
- 6.16 Extensions or garages should not be constructed in positions where they interfere with highway sight lines and should ensure that they maintain/provide an access with adequate visibility for drivers entering the highway.

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### 7. Detailed guidance on types of extensions and alterations

#### Rear Extensions

- 7.1 Extensions should be designed in line with the general principles outlined in Section 3.1 and the specific extension principles outlined below.
- 7.2 Usually, the problem of overshadowing and loss of outlook arises as a result of rear extensions. The single storey rear extension shown in Figure 8.1 is not acceptable because it has an adverse, overshadowing effect on the adjoining property whilst the two storey extension in Figure 8.2 has an even greater impact and would not be permitted.



#### Single Storey

- 7.3 To combat the problems of loss of light, as well as loss of privacy and outlook, the size and projection of rear extensions need to be strictly controlled.
- 7.4 Single storey extensions to the rear of terraced houses should not exceed 3.5 metres in projection and where they exceed 3 metres in length the eaves height should not exceed 2.5 metres. On semi-detached dwellings an extension should not project more than 4 metres and again, the eaves height should not exceed 2.5 metres where the extension would project beyond 3 metres.

#### Two Storey

- 7.5 Two-storey rear extensions will be considered on the basis of the extent of overshadowing, loss of privacy and outlook. Two-storey extensions to terraces and semi-detached properties which abut a party boundary and adversely affect main windows will not normally be allowed. Two-storey rear extensions to semi-detached houses should, therefore, generally be designed with a rear projection of less than 3.5 metres and for terraced houses 2.5 metres. Larger extensions may be acceptable in certain circumstances -for instance: where the neighbouring house has been extended; or where there is a strong boundary treatment, such as a high wall or an outbuilding or garage built close to the boundary. Similarly, there may be circumstances where only smaller

extensions are acceptable for instance: on sloping sites or where neighbouring houses are already overshadowed.

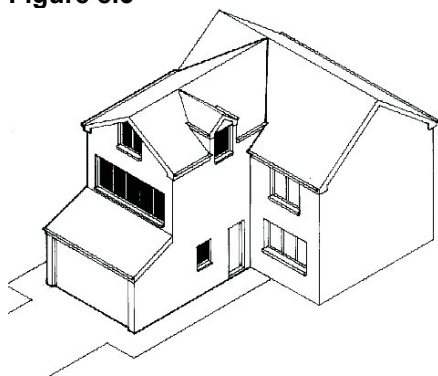
- 7.6 Extensions to the rear of detached houses will be considered on their design merits and where no adjacent properties are affected.

### Front Extensions

- 7.7 The front elevation of a building is the most important for its contribution to the street scene. Generally, therefore, such extensions need to be of a high standard of design and will not be considered acceptable where they detract from the quality of the existing dwelling or character of the street scene or cause overshadowing to neighbouring dwellings. Large extensions and conservatories are likely to appear particularly intrusive and will not normally be acceptable.

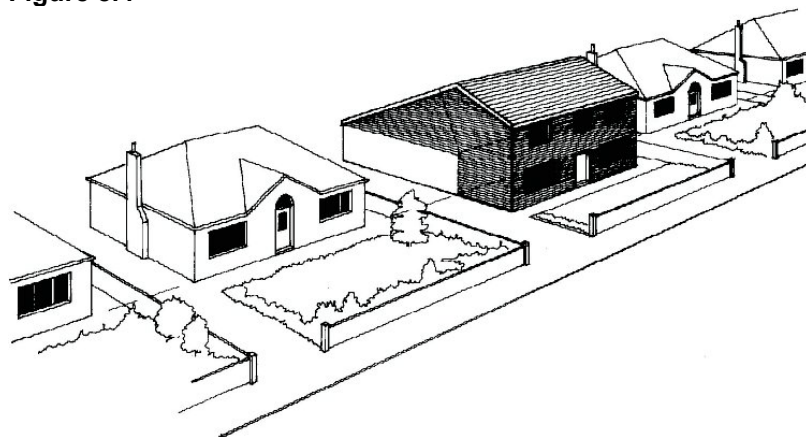
- 7.8 The front extension in Figure 8.3 would not be acceptable. It alters the character of the original by overwhelming it in an unsympathetic manner. For example, the front door has been removed from the main elevation, and the garage door given excessive prominence.

Figure 8.3



- 7.9 In Figure 8.4, the forward extension, which changes a hipped-roof bungalow into a gable-roofed two storey dwelling, has broken the common roof ridge line and clumsily interrupted the harmonious pattern and continuity of the street scene, to its detriment. Again this is unacceptable.

Figure 8.4

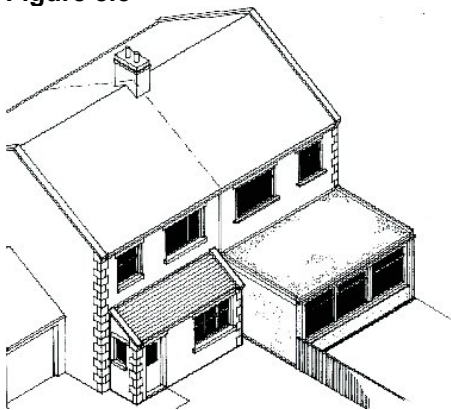




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- 7.10** Extensions at the front of individually-designed, detached houses, which are set back from the highway or set on staggered building lines, may, in certain circumstances, be acceptable. However, the extension must complement the original house and not adversely affect any adjacent property or the street scene.
- 7.11** Modest single storey front extensions, which are in keeping with the style of the existing house, may be allowed. For example, the left-hand semi shown in Figure 8.5 with a small extension to form a porch and provide some extra space in the front living room, would be acceptable because it is sufficiently discreet and adopts the form and features of the original. But the right-hand semi in Figure 8.5, with a larger extension, made more prominent by the alien form of the flat roof and conservatory-like front, is unacceptable.

**Figure 8.5**



### Porches and Canopies

- 7.12** Porches which fulfil their traditional function of providing shelter for the front door are normally acceptable as long as they respect the design and external finishes of the original dwelling. Figures 8.6 & 8.7 show examples of simple porches and canopies which fit in with the existing house style.

**Figure 8.6**



**Figure 8.7**



- 7.13** Whilst the joint porch shown in Figure 8.6 maintains the symmetry and balance of the pair of semis, it is preferable, but not always essential, to have the front door on the front of a porch. Sometimes to give it more shelter, or perhaps a better relationship with the approach path the front door needs to be set on the side of the porch. When this is the case, careful attention needs to be given to the porch windows on the front to ensure the style and rhythm of the existing fenestration is maintained.

- 7.15** Porches which have flat or low-pitched roofs, or resemble small conservatories in appearance, as in Figure 8.8, will not normally be permitted.

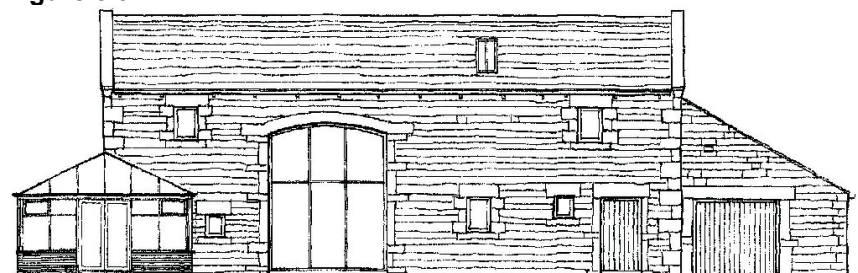
Figure 8.8



### Conservatories

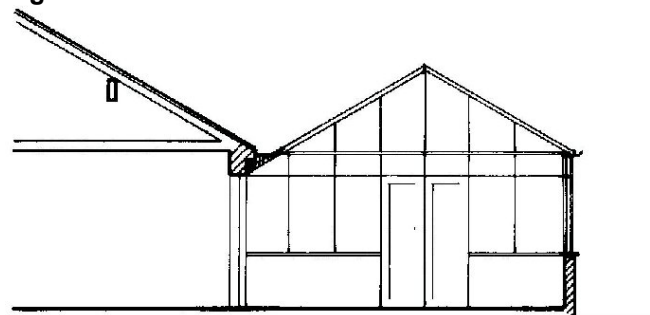
- 7.16** Conservatories are likely to appear particularly intrusive on front elevations and will not normally be acceptable. The conservatory shown in Figure 8.9 attached to this converted barn, a building not originally designed as a dwelling, is particularly inappropriate and must be avoided.

Figure 8.9



- 7.17** Where a conservatory abuts a bungalow, because of the level of the eaves it is often very difficult to construct a satisfactory roof slope, without resorting to a roof form such as is shown in section in Figure 8.10. This creates an awkward relationship between bungalow and conservatory, as well as a roof junction requiring a valley gutter, which is difficult to access and may give rise to maintenance problems in the long term. It also causes the conservatory to appear unnecessarily high and dominant.

Figure 8.10



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- 7.18** Where located at the rear, conservatories will also be assessed against the guidance set out in relation to single storey rear extensions (particularly in terms of projection).

### Side Extensions

#### Single Storey Side Extensions

- 7.19** The design of a single storey side extension should reflect the design of the existing dwelling in terms of roof style, pitch materials and detailing and should not have an excessive sideways projection (i.e. more than two thirds the width of the original dwelling). In Figure 8.11 both the gabled roof shown on the left hand side and the hipped roof on the right reflect the form and pitch of the main roof. A lean-to roof (not shown) is a more traditional form and could be used as an option against a gable wall to reduce the impact on a neighbouring property.

**Figure 8.11**



- 7.20** Habitable rooms in the roof space of single storey side extensions will not normally be permitted, particularly where the eaves height would be increased (leaving a number of courses of brick work between the top of the fenestration and the bottom of the eaves) and/or dormer windows would be introduced.
- 7.21** On corner plots the sideways projection of a single storey side extension should not exceed more than half the width of the existing gap between the original dwelling and the side boundary.

## Two Storey Side and First Floor Side Extensions

- 7.22** Terraced housing is a perfectly acceptable form of building design. However, linking or closing the gap between semis or detached houses as in Figure 8.12 to give the effect of a terrace, is a detrimental change to the character of the street scene and must be avoided.

Figure 8.12



- 7.23** All two-storey side extensions should therefore have a pitched roof following the form of the existing roof. To prevent a terracing effect and to avoid detrimental changes to the character of the street scene, it will be desirable to provide a setback of at least 500mm from the main front wall of the dwelling. A setback from the front elevation allows for a vertical break in the roof plane and a lowering of the ridge line.
- 7.24** In addition to the set-back from the front, where practicable, a side extension should also be set in by one metre from the side boundary with an adjacent property, to further avoid the terracing effect (Figure 8.13). This also gives the benefit of external access to the rear of the property.

Figure 8.13



- 7.25** The sideways projection of a two storey side extension should not exceed more than two thirds the width of the original dwelling. Where located on a corner plot the sideways projection should not exceed more than half the width of the gap between the side elevation of the original dwellings and the side boundary (unless the gap exceeded more than two thirds the width of the original dwelling).
- 7.26** In addition, on a corner plot where the rear elevation of the dwelling is clearly visible, a set back of 500mm will also be required at the rear to ensure the extension remains subordinate and to avoid the unsightly bonding of old and new materials.

## Supplementary Planning Document: House Extensions and Other Domestic Alterations

### Garages, Outbuildings and Annexes

- 7.27** Detached garages and outbuildings should relate sympathetically to the main dwelling in style, proportions and external finishes. In most cases, it will not be appropriate for a garage to be sited between the house and the road.
- 7.28** Detached garages and outbuildings should be single storey structures and the eaves height should not normally exceed 2.5 metres from ground level, whilst the ridge height should not exceed 4 metres. Proposals for garages will be assessed using the reference of a standard size for a single garage as outlined in the South Yorkshire Residential Design Guide, which states the internal floor area for garages should be 3m by 6.5m. For double garage proposals a standard floor area size is considered to be 6.5m x 6.5m. It is not considered appropriate for detached garages to include dormer windows as a way of accommodating rooms in the roof space, however, in some circumstances (e.g. where the garage is set within a large curtilage) it may be possible to utilise the roof space for ancillary accommodation/storage but not as an annex/granny annex. Where the privacy of neighbouring residents would not be compromised it may therefore be possible to install roof lights.
- 7.29** Applications for annexes should be accompanied by a planning statement outlining the relationship between the existing dwelling and the proposed annex and that of the proposed residents. An annex building, often referred to as a 'Granny Annex' may be permitted in a rear garden where it would not occupy a disproportionate amount of the garden and would not have its own separate access or garden area. An annex should normally have a close physical relationship with the host dwelling and maintain a reliance with it having some shared facilities, be single storey and their size shall be up to 39m<sup>2</sup> and no larger than the size of a double garage. If the Council is mindful to grant planning permission, it will almost always be subject to a condition which requires the annex to remain ancillary to the main dwelling, same family occupancy and one which prevents it being used, sold or rented as an independent dwelling/separated planning unit at a later date.

### Decking/Raised Platforms

- 7.30** Decking and raised platforms are commonly used where the rear garden is below the floor area of the dwelling in order to allow improved access to the rear garden and to provide a convenient outdoor amenity area on the same level as the dwelling. Decking and raised platforms are also used in other circumstances but can often give rise to increased overlooking of neighbouring dwellings and particularly their gardens.
- 7.31** In view of this, decking and raised platforms will only be allowed where the privacy of neighbouring residents is not detrimentally affected by significantly increased overlooking (e.g. where the decking is located away from the boundary and where there is sufficient permanent screening, such as a high boundary wall or an outbuilding in an adjacent garden). In addition, decking and raised platforms should not have a significantly detrimental impact on visual amenity and for this reason decking will not be allowed where it is prominently located and can be easily viewed from public vantage points.

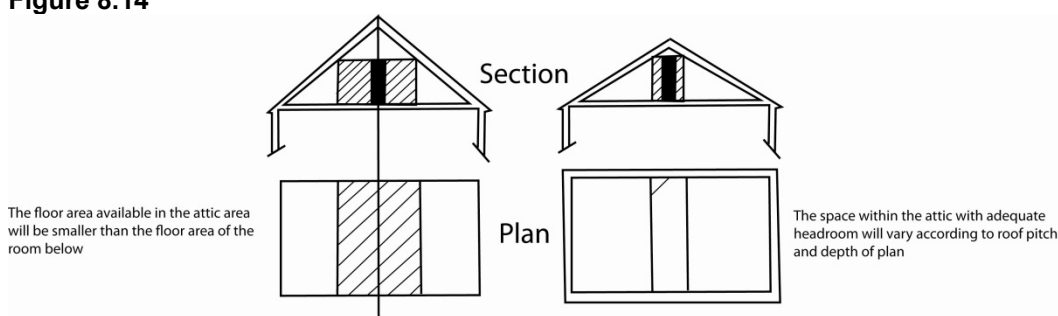
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- 7.32** In some circumstances, to reduce overlooking, it may be possible to include screening such as fencing with an application for decking or a raised platform but any screening should not result in significant overshadowing or loss of outlook from neighbouring dwellings or have a detrimental impact on visual amenity or the character of the dwelling.

### Dormer Windows

- 7.33** When considering whether to install a dormer window you should assess whether there is adequate space within the attic to accommodate a room(s) with adequate headroom without requiring a dormer extension that will dominate the roof (Figure 8.14). In general, providing that the roof pitch allows adequate height, a space approximately half the area of the floor below can be created.

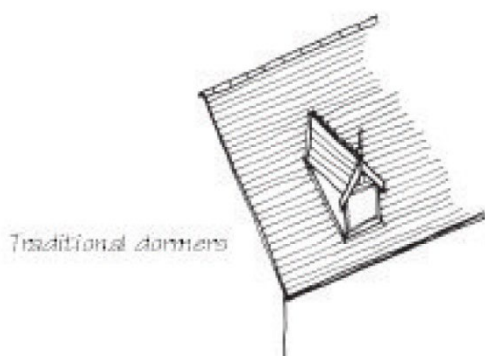
**Figure 8.14**



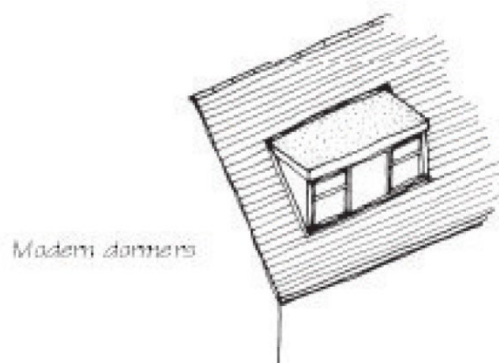
### Style

- 7.34** The design of the dormer window should reflect the character of the area, the surrounding buildings and the age and appearance of the existing building.
- 7.35** Vertically proportioned dormer windows with pitched roofs are traditionally found in the Barnsley area (Figure 8.15).

**Figure 8.15**



**Figure 8.16**



- 7.36** Flat roof dormers which tend to be larger and have horizontal emphasis can be seen in more recent housing developments. These have proved to be more expensive to maintain and prone to failure (Figure 8.16). Flat roof dormers are considered aesthetically inferior and are not normally acceptable.

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- 7.37 Consequently, pitched roof dormers are generally considered more appropriate for both aesthetic and practical reasons.

### Location

- 7.38 To assess whether a dormer on the front or principle elevation will be appropriate, the roofs of the surrounding buildings should be examined. Unless the street is characterised by dormers on the frontage, or these are a feature of the area/street/terrace, dormer windows should be located on the rear or secondary elevations.

### Positioning and relationship to other windows

- 7.39 The positioning of the dormer on the roof will have an impact on both the house and its neighbours.

Figure 8.17



- 7.40 So as not to dominate existing roof lines and retain its original form, dormers should be set within the roof plane (see Figure 8.17) and not be built off an external wall. The guidelines below should therefore be followed:-

- The dormer should sit within the roof plane and the top of the dormer should usually be below the ridge (A)
- Dormers and roof lights should be set back from the eaves (B) and gable by at least 0.5 metres (C)
- They should be at least 0.5 metres away from the party walls with adjacent properties. (D)

- 7.41 Where there are existing dormers in the same roof plane, for instance in a terrace, new dormers should line up horizontally.

- 7.42 It is also important that dormers and roof lights reflect the pattern of existing window openings. They should be positioned to line through vertically with the window openings below.

## Materials

- Roofing materials for pitched roof dormers should match the main roofing material.
- Unless glazed, the sides (or cheeks) of the dormer should be the same or similar in appearance, particularly in colour to the main roofing material.
- Cladding to the front of the dormer should be minimised.
- Glazing on windows on the side elevation must be obscure.

## Extensions for the Benefit of Disabled Persons

**7.43** There is an exemption from planning fees for applications that shall be used solely for the benefit of the disabled person. This is interpreted as necessary adaptations, such as a downstairs bedroom or toilet/shower room.

**7.44** The majority of these applications are as a result of the person being assessed by the Council's Aids and Adaptations Unit, and that assessment, with a recommendation of needs, is passed to the Council's Grants Agency, who then evaluate that persons suitability for a Disabled Facilities Grant (DFG) if the person is a homeowner. Council Tenants would be passed on to Berneslai Homes for suitability checks.

**7.45** If you are intending to submit an application on behalf of a disabled person, it may be worthwhile taking the following, used when assessing the suitability for DFG works by the Grants Agency, as a guide for the nature and type of the extension.

- Single Bedroom 8.4 square metres
- Double Bedroom 10.2 square metres
- Bathrooms (Level Access Shower, Toilet and Wash Basin) 5 square metres

**7.46** All the above are internal floor area measurements. This is a minimum figure and may vary, for example, if a wheelchair turning area or hoist is required.

## 8. Other issues/consents

### Building regulations

**8.1** Even when planning permission is not required, it is almost always necessary to obtain approval under Building Regulations. Building Control is concerned with ensuring any alterations/ extension of your dwelling is undertaken in a safe and satisfactory manner. Please be aware that, under some circumstances, compliance with Building Regulations may well impact upon the overall design of an extension or alteration to a property, which may conflict with the planning design guidance given within this document. For further information please Tel: 01226 772678.

**8.2** Good neighbourliness and fairness are among the yardsticks against which your proposals will be measured. You are strongly advised to discuss your plans with your neighbours before submitting your application. Your nearest neighbours, usually at least the properties either side of you will be notified of your proposals by the council and invited to make comments. Their views will be taken into account by the council in reaching a decision. If



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you are thinking of extending your house, think about what this may mean to your neighbour as well.

- 8.3** Site visits are likely to take place as part of the consideration of the planning application. There is no statutory requirement to inspect the planning application after works have been completed however, the Council may undertake periodic checks.
- 8.4** As part of the building control function, scheduled site visits will be undertaken to ensure that national building standards are achieved to ensure buildings are safe, healthy and accessible.
- 8.5** Finally, the Council has adopted a planning compliance policy and this sets out the council's approach to planning enforcement functions. This is a reactive service, predominantly replying on breaches of planning control being reported to the Council which are in turn investigated by the Council's planning enforcement team.

### Listed buildings/Conservation areas

- 8.6** If your property is a Listed Building or is located within a Conservation Area, special policies and restrictions will apply. In such a case, it is advisable to discuss your proposal at the earliest opportunity with the Conservation Officer on 01226 772576.

### Security considerations

- 8.7** The most vulnerable areas for domestic properties are the sides and the rear. This is where extensions are often built and if not constructed to the appropriate standards they can become a security risk. The design of single storey extensions in particular should be carefully considered from a security point of view. Flat roofs can compromise the security of a property by allowing access to first floor windows.
- 8.8** Further information on security considerations can be sought from the local Police Crime Reduction/Designing out Crime Officer on 01226 736017, or at:

South Yorkshire Police  
The HUB,  
Safer Neighbourhood Services  
Barnsley Police Station  
S70 2DL

Email: [barry.regan@southyorks.pnn.police.uk](mailto:barry.regan@southyorks.pnn.police.uk)

### Boundaries/private civil matters

- 8.9** When an extension or even a separate garage is built up to the property boundary, this may involve foundations or guttering encroachment over the boundary. This may not be acceptable to your neighbour and means that you cannot build the extension without your neighbour's consent even if planning permission is granted. Alternatively, set the extension away from the boundary to avoid encroachment. If an extension is built on or close to the boundary, access from your neighbours' property may be needed to build your extension and maintain it in the future. This would be a private legal matter between you and your

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neighbour and emphasises the need to discuss your proposals with your neighbour before submitting an application.

- 8.10 Even when planning permission is granted, this does not affect your neighbour's rights under civil law to prevent the work from being carried out if it involves development on their land.
- 8.11 Information regarding 'The Party Wall etc. Act 1996' published by the Ministry of Housing, Communities and Local Government (MHCLG), provides full information on your rights and duties under the Act and can be accessed using the following link:
- <https://www.gov.uk/guidance/party-wall-etc-act-1996-guidance>
- 8.12 If your extension or outbuilding is designed to be built up to a boundary with the highway (a footpath, road or verge) then encroachment of foundations or guttering over the boundary will not be acceptable and must be redesigned so that there is no encroachment.

### Environment Agency Flood Risk Standing Advice

- 8.13 Householder extensions and alterations often fall within Environment Agency flood risk standing advice when the development lies within Flood Zones 2 or 3. The Environment Agency has published a series of standard comments for local planning authorities and planning applicants to refer to on 'lower risk' development proposals. These comments replace direct case-by-case consultation. These standard comments are known as Flood Risk Standing Advice. They can be viewed at:

<https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications#when-to-follow-standing-advice>

### Environmental Permits and Main Rivers

- 8.14 The Environmental Permitting (England and Wales) Regulations 2016 require a permit or exemption to be obtained for any activities which will take place:
- on or within 8 metres of a main river (16 metres if tidal)
  - on or within 8 metres of a flood defence structure or culverted main river (16 metres if tidal)
  - on or within 16 metres of a sea defence
  - involving quarrying or excavation within 16 metres of any main river, flood defence (including a remote defence) or culvert
  - in the floodplain of a main river if the activity could affect flood flow or storage and potential impacts are not controlled by a planning permission

- 8.15 For further guidance please visit:

<https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

or contact the National Customer Contact Centre on 03708 506 506 (Monday to Friday, 8am to 6pm) or by emailing [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk). The applicant should

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not assume that a permit will automatically be forthcoming once planning permission has been granted, and are advised to consult with the Environment Agency at the earliest opportunity.